

**From:** [Reese, Recie](#)  
**To:** [Murray, Cheryl](#)  
**Cc:** [Sirmons, Chandler](#)  
**Subject:** FW: UPDATE: Windows in Suite (b) (7)(F) East bldg  
**Date:** Thursday, October 7, 2021 5:22:14 PM  
**Attachments:** [Window Scraping and Painting.pdf](#)

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Cheryl,

If you need to move on the painting before I get back on October 18<sup>th</sup>, you may want to contact Delores since she is the PC Approving Official for OCSPP/IO. The PC holders are Shirley Flack and April Merriweather and work in my branch. . It appears that if the drapery folks need to get in contact with Tom Tyler, his scheduler Ruth Malloy should be contacted to set up a date/time for a Teams meeting. Delores thinks he will be doing things virtually.

I have cc'd my Branch Chief so he is aware.

I will get in contact with you when I return.

Take care and stay safe!

Recie Y. Reese

Administrative Management Branch (AMB)  
Information Technology & Resource Management Division (ITRMD)  
Office of Program Support (OPS)/OCSPP  
Environmental Protection Agency  
(202) 564-8276

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**From:** Barber, Delores <barber.delores@epa.gov>  
**Sent:** Thursday, October 07, 2021 4:15 PM  
**To:** Reese, Recie <Reese.Recie@epa.gov>  
**Cc:** Sirmons, Chandler <Sirmons.Chandler@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Robinson, David <Robinson.David@epa.gov>; OPS CCoE <OPS\_CCoE@epa.gov>; Murray, Cheryl <Murray.Cheryl@epa.gov>  
**Subject:** RE: UPDATE: Windows in Suite (b) (7)(F) East bldg  
Thanks for the update, Recie. Ruth Malloy keeps Tom's schedule and I would imagine he would want to make selections virtually.  
Enjoy your time off.

Best,

Delores

Delores Barber, Director

OCSPP/OPS/ITRMD

US Environmental Protection Agency

1200 Pennsylvania Avenue, NW

Washington, DC 20460

571-289-9005

*Pronouns: She/Her*

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**From:** Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>  
**Sent:** Thursday, October 7, 2021 4:02 PM  
**To:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>  
**Cc:** Sirmons, Chandler <[Sirmons.Chandler@epa.gov](mailto:Sirmons.Chandler@epa.gov)>; Syed, Hamaad <[Syed.Hamaad@epa.gov](mailto:Syed.Hamaad@epa.gov)>;

Robinson, David <[Robinson.David@epa.gov](mailto:Robinson.David@epa.gov)>; OPS CCoE <[OPS\\_CCoE@epa.gov](mailto:OPS_CCoE@epa.gov)>; Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** UPDATE: Windows in Suite (b) (7)(F) East bldg

Delores,

Just wanted to keep you updated on the work slated for the AA's office. Cheryl and I met today and she indicated that the work being done is not considered construction. With the vendors used by OMS/FMSD this type of work, the Purchase Card (PC) is the form of payment accepted. They will not accept payment via the PR method. Cheryl also indicated that other AA ships having similar work done throughout FTC are paying with the Purchase Card. Once the payment is put in place, she will be able to schedule a date to coordinate with GSA and the vendor to have the scraping and painting (Room (b) (7)(F), the bay areas and Room (b) (7)(F) the DA's office in WJC East) work completed.

In regards to the drapery estimate, not sure who maintains Tom Tyler's schedule. Should Cheryl reach out to him directly or work through Ruth Malloy? Did Tom want to be on site to make a selection (fabric/style) when the vendor (ALG Drapery Cleaning and Installation, LLC) comes to look at the space? Or did he plan on doing something virtually?

I will be out of the office starting tomorrow, Friday October 8th, returning on Monday October 18<sup>th</sup> but, will continue to follow up upon my return.

Thanks

Recie Y. Reese

Administrative Management Branch (AMB)

Information Technology & Resource Management Division (ITRMD)

Office of Program Support (OPS)/OCSP

Environmental Protection Agency

(202) 564-8276

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**From:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>

**Sent:** Tuesday, October 05, 2021 5:06 PM

**To:** Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Cc:** Sirmons, Chandler <[Sirmons.Chandler@epa.gov](mailto:Sirmons.Chandler@epa.gov)>; Syed, Hamaad <[Syed.Hamaad@epa.gov](mailto:Syed.Hamaad@epa.gov)>; Robinson, David <[Robinson.David@epa.gov](mailto:Robinson.David@epa.gov)>; OPS CCoE <[OPS\\_CCoE@epa.gov](mailto:OPS_CCoE@epa.gov)>; Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Thanks Recie, looks like a good way forward.

Best,

Delores

Delores Barber, Director

OCSP/OPS/ITRMD

US Environmental Protection Agency

1200 Pennsylvania Avenue, NW

Washington, DC 20460

571-289-9005

*Pronouns: She/Her*

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**From:** Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Sent:** Tuesday, October 5, 2021 4:53 PM

**To:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>

**Cc:** Sirmons, Chandler <[Sirmons.Chandler@epa.gov](mailto:Sirmons.Chandler@epa.gov)>; Syed, Hamaad <[Syed.Hamaad@epa.gov](mailto:Syed.Hamaad@epa.gov)>; Robinson, David <[Robinson.David@epa.gov](mailto:Robinson.David@epa.gov)>; OPS CCoE <[OPS\\_CCoE@epa.gov](mailto:OPS_CCoE@epa.gov)>; Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Delores,

I just reached out to Cheryl and told her that we wanted to proceed with the work (scrape/paint the window sills and purchase new drapery) for Michal's office. The proposal from Omega Painting and Contracting is attached. Cheryl also confirmed that there was no longer any water leakage in her office.

Cheryl will contact the vendor for the drapery and coordinate with Tom on when they will be in to access the area and develop a proposal. Tom will also have access to the samples that ALG Drapery Cleaning and Installation, LLC provides for their drapery.

I will defer to the CCoE on the method of payment to be used for this work.

Hope this helps.

Recie Y. Reese

Administrative Management Branch (AMB)

Information Technology & Resource Management Division (ITRMD)

Office of Program Support (OPS)/OCSP

Environmental Protection Agency

(202) 564-8276

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**From:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>

**Sent:** Tuesday, October 05, 2021 4:15 PM

**To:** Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Cc:** Sirmons, Chandler <[Sirmons.Chandler@epa.gov](mailto:Sirmons.Chandler@epa.gov)>; Syed, Hamaad <[Syed.Hamaad@epa.gov](mailto:Syed.Hamaad@epa.gov)>; Robinson, David <[Robinson.David@epa.gov](mailto:Robinson.David@epa.gov)>; OPS CCoE <[OPS\\_CCoE@epa.gov](mailto:OPS_CCoE@epa.gov)>; Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Thank you Recie. I appreciate you. Tom Tyler will make the final selections.

Best,

Delores

Delores Barber, Director

OCSP/OPS/ITRMD

US Environmental Protection Agency

1200 Pennsylvania Avenue, NW

Washington, DC 20460

571-289-9005

*Pronouns: She/Her*

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**From:** Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Sent:** Tuesday, October 5, 2021 4:11 PM

**To:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>

**Cc:** Sirmons, Chandler <[Sirmons.Chandler@epa.gov](mailto:Sirmons.Chandler@epa.gov)>; Syed, Hamaad <[Syed.Hamaad@epa.gov](mailto:Syed.Hamaad@epa.gov)>; Robinson, David <[Robinson.David@epa.gov](mailto:Robinson.David@epa.gov)>; OPS CCoE <[OPS\\_CCoE@epa.gov](mailto:OPS_CCoE@epa.gov)>; Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Okay Delores,

I will coordinate with the CCoE on the funding vehicle and with Cheryl on meeting with the vendor. Do you know who will be making the final selection on the fabric and styles of drapery?

Recie Y. Reese

Administrative Management Branch (AMB)

Information Technology & Resource Management Division (ITRMD)

Office of Program Support (OPS)/OCSPP

Environmental Protection Agency

(202) 564-8276

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**From:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>

**Sent:** Tuesday, October 05, 2021 4:04 PM

**To:** Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Cc:** Sirmons, Chandler <[Sirmons.Chandler@epa.gov](mailto:Sirmons.Chandler@epa.gov)>; Syed, Hamaad <[Syed.Hamaad@epa.gov](mailto:Syed.Hamaad@epa.gov)>;

Robinson, David <[Robinson.David@epa.gov](mailto:Robinson.David@epa.gov)>; OPS CCoE <[OPS\\_CCoE@epa.gov](mailto:OPS_CCoE@epa.gov)>

**Subject:** FW: Windows in Suite (b) (7)(F) East bldg

Hi Recie,

Can you take the lead on this please. The funds are to come from the OCSPP IO. And we need a PR for this through the CCoE. I don't think we can use a credit card for a paint job which could be consider construction. Copying the CCoE for confirmation on that.

Thank you,

Delores

Delores Barber, Director

OCSPP/OPS/ITRMD

US Environmental Protection Agency

1200 Pennsylvania Avenue, NW

Washington, DC 20460

571-289-9005

*Pronouns: She/Her*

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**From:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Sent:** Tuesday, October 5, 2021 3:31 PM

**To:** Barber, Delores <[barber.delores@epa.gov](mailto:barber.delores@epa.gov)>; Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Cc:** Stewart, Neil <[Stewart.Neil@epa.gov](mailto:Stewart.Neil@epa.gov)>; Myers, Kevin <[Myers.Kevin@epa.gov](mailto:Myers.Kevin@epa.gov)>

**Subject:** FW: Windows in Suite (b) (7)(F) East bldg

Good Afternoon Delores,

I hope this email finds you safe. I wanted to know if your office was going forward with repairs to the window sills in OCSPP AA's office, Room (b) (7)(F), the bay areas and Room (b) (7)(F) the DA's office. Also, I have reached out to ALG Drapery Cleaning and Installation, LLC. This is the vendor we use to make curtains/sheers and cornice boards. The AA's suite is in needs of new drapery. This company will provide brochures to look at different types of fabrics to make the drapes. Please let me know if you want me to go forward with scheduling a visit from the vendor. Thanks and call me if you have any questions.

Cheryl D. Murray

Building Manager

Ronald Reagan Building, Room (b) (7)(F)

(202) 564-3003 (Office)  
(202) 510-3395 (Cell)  
(202) 564-2590 (Fax)

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**From:** Murray, Cheryl

**Sent:** Thursday, August 05, 2021 12:50 PM

**To:** Barber, Delores <[Barber.Delores@epa.gov](mailto:Barber.Delores@epa.gov)>; Reese, Recie <[Reese.Recie@epa.gov](mailto:Reese.Recie@epa.gov)>

**Cc:** Stewart, Neil <[Stewart.Neil@epa.gov](mailto:Stewart.Neil@epa.gov)>

**Subject:** FW: Windows in Suite (b) (7)(F) East bldg

Good Afternoon Delores and Recie,

See the attached quote from Omega Painting and Contracting. This will be the cost to make repairs to the window sills in OCSPP AA's office, (b) (7)(F), the bay area, Room (b) (7)(F) and the DA's office in Room (b) (7)(F). If you are interested in having the peeling paint around the window sills repaired, the bankcard holder in your office can reach out to Omega directly. Thanks and call me if you have any questions.

Cheryl D. Murray

Building Manager

Ronald Reagan Building, Room (b) (7)(F)

(202) 564-3003 (Office)

(202) 510-3395 (Cell)

(202) 564-2590 (Fax)

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**From:** [john@omegapainters.com](mailto:john@omegapainters.com) <[john@omegapainters.com](mailto:john@omegapainters.com)>

**Sent:** Wednesday, August 04, 2021 9:56 PM

**To:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Cc:** Stewart, Neil <[Stewart.Neil@epa.gov](mailto:Stewart.Neil@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Cheryl,

Please see attached revised quote.

Please let me know if you need anything else from me.

Sincerely,

**John E. Logothetis, LEED AP**

Omega Painting and Contracting

Direct: [443-743-0009](tel:443-743-0009)

[www.omegapainters.com](http://www.omegapainters.com)

WBE | DBE | MDOT | Baltimore City

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**From:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Sent:** Wednesday, August 4, 2021 8:35 AM

**To:** [john@omegapainters.com](mailto:john@omegapainters.com)

**Cc:** Stewart, Neil <[Stewart.Neil@epa.gov](mailto:Stewart.Neil@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Good Morning John,

Can you make a revision to the quote. Please remove "Ronald Reagan Building and add EPA East Building. My location is the Ronald Reagan building but the work will be performed in the East building. Thanks and call me if you have questions.

Cheryl D. Murray

Building Manager

Ronald Reagan Building, Room (b) (7)(F)  
(202) 564-3003 (Office)  
(202) 510-3395 (Cell)  
(202) 564-2590 (Fax)

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**From:** [john@omegapainters.com](mailto:john@omegapainters.com) <[john@omegapainters.com](mailto:john@omegapainters.com)>

**Sent:** Wednesday, August 04, 2021 5:48 AM

**To:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Hi Cheryl,

Please see our attached quote.

Please let me know if you need anything else from me.

Sincerely,

**John E. Logothetis, LEED AP**

Omega Painting and Contracting

Direct: [443-743-0009](tel:443-743-0009)

[www.omegapainters.com](http://www.omegapainters.com)

WBE | DBE | MDOT | Baltimore City

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**From:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Sent:** Tuesday, August 3, 2021 6:07 AM

**To:** John Logothetis <[john@omegapainters.com](mailto:john@omegapainters.com)>

**Cc:** Stewart, Neil <[Stewart.Neil@epa.gov](mailto:Stewart.Neil@epa.gov)>

**Subject:** RE: Windows in Suite (b) (7)(F) East bldg

Good Morning John,

I look forward to receiving the quote. Many thanks!

Cheryl D. Murray

Building Manager

Ronald Reagan Building, Room (b) (7)(F)

(202) 564-3003 (Office)

(202) 510-3395 (Cell)

(202) 564-2590 (Fax)

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**From:** John Logothetis <[john@omegapainters.com](mailto:john@omegapainters.com)>

**Sent:** Monday, August 02, 2021 5:19 PM

**To:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** Re: Windows in Suite (b) (7)(F) East bldg

Cheryl,

We should be able to quote from this. We plan to have a proposal to you tomorrow.

Sincerely,

John E. Logothetis, LEED AP

Omega Painting and Contracting, LLC

Direct: 443-743-0009

On Jul 30, 2021, at 1:04 PM, Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)> wrote:

Good Afternoon John,

As promised, see pics of the windows in Suite (b) (7)(F) in the East building (1201 Constitution Avenue, NW) that will need scrapping and painting. There are two windows in Room (b) (7)(F), one window in Room (b) (7)(F) and one window in Room (b) (7)(F). I will be available next Tuesday or Wednesday to escort you in to the space. Will you be able to provide me with a price quote for work by next Thursday. I would greatly appreciate it. Many thanks and give me a call on my cell if you have any questions.

Cheryl D. Murray

Building Manager

Ronald Reagan Building, Room (b) (7)(F)

(202) 564-3003 (Office)

(202) 510-3395 (Cell)

(202) 564-2590 (Fax)

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**From:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Sent:** Friday, July 30, 2021 12:57 PM

**To:** Murray, Cheryl <[Murray.Cheryl@epa.gov](mailto:Murray.Cheryl@epa.gov)>

**Subject:** Windows in Suite (b) (7)(F) East bldg

<IMG\_1327.jpg>

<IMG\_1326.jpg>

<IMG\_1325.jpg>

<IMG\_1328.jpg>

Sent from my iPhone